



# Department of Development Services

## Building Division

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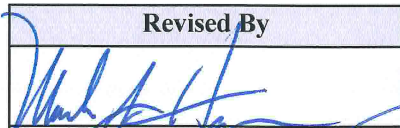
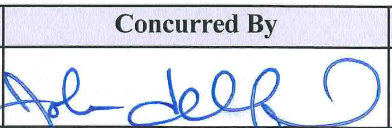

**SUBJECT: TG-2-09 REQUIREMENTS FOR APPROVAL AS A CLARK COUNTY BUILDING DIVISION STRUCTURAL STEEL FABRICATOR/MANUFACTURER**

- 1.0 PURPOSE:** Technical Guideline (TG)-2-09, details the criteria and sequence used by Clark County Department of Development Services-Building Division (CCDDS-BD) for determination of approval status for steel fabricators/manufacturers. Approval is a public statement of the fabricator's/manufacture's dedication to produce a quality product by adhering to the fabricators/manufacture's CCDDS-BD approved Quality Systems Manual (QSM). This guideline meets the intent of Section 1704.2.2 of the International Building Code.
- 2.0 SCOPE:** Includes metal building, structural steel, sign structures and miscellaneous steel components, as allowed by the Building Administrative Code of Clark County, Section 22.02.535, and in accordance with all applicable building codes.

**3.0 ABBREVIATIONS & ACRONYMS:**

<b>AISC:</b>	<b>American Institute of Steel Construction</b>
<b>ASNT:</b>	<b>American Society for Nondestructive Testing</b>
<b>ASTM:</b>	<b>American Society for Testing and Materials</b>
<b>AWS:</b>	<b>American Welding Society</b>
<b>BAC:</b>	<b>Building Administrative Code</b>
<b>CCDDS-BD:</b>	<b>Clark County Department of Development Services-Building Division</b>
<b>CWB:</b>	<b>Canadian Welding Bureau</b>
<b>CWI:</b>	<b>Certified Welding Inspector</b>
<b>HSB:</b>	<b>High Strength Bolts</b>
<b>IAS:</b>	<b>International Accreditation Services</b>
<b>IBC:</b>	<b>International Building Code</b>
<b>ICC:</b>	<b>International Code Council</b>

**REVISION DATE: JUNE 15, 2009**  
**EFFECTIVE DATE: JULY 1, 2009**

Revised By	Concurred By	Approved By
		
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<b>ISO:</b>	<b>International Standards Organization</b>
<b>MTR:</b>	<b>Material Test Report</b>
<b>NCR:</b>	<b>Non-Compliance Report</b>
<b>NDT:</b>	<b>Nondestructive Testing</b>
<b>PM:</b>	<b>Program Manager</b>
<b>PQR:</b>	<b>Procedure Qualification Record</b>
<b>QC:</b>	<b>Quality Control</b>
<b>QSM:</b>	<b>Quality Systems Manual</b>
<b>RMI:</b>	<b>Rack Manufacturers Institute</b>
<b>SJI:</b>	<b>Steel Joist Institute</b>
<b>SNA-IBC:</b>	<b>Southern Nevada Amendments to the International Building Code</b>
<b>TG:</b>	<b>Technical Guideline</b>
<b>TRG:</b>	<b>Technical Reporting Guide</b>
<b>WPS:</b>	<b>Welding Procedure Specification</b>
<b>WQR:</b>	<b>Welder Qualification Record</b>

- 4.0 DEFINITIONS:** For the purposes of this technical guideline certain terms, phrases, words and their derivatives shall be construed as specified in this section, the International Building Code and the Building Administrative Code of Clark County.

**Annual Renewal Listing Approval:** An approval status that may be granted to a fabricator/manufacture requesting renewal of their previous CCDDS-BD approval status.

**Application Package:** A document package that contains an approved fabricator/manufacture application, local code amendments and TG's for that particular type of fabricator/manufacture.

**Approved Fabricator/Manufacturer Listing:** A list of CCDDS-BD approved steel component fabricators/manufacturers.

**Approved Third Party Auditor:** An individual who has demonstrated competence and ability to the satisfaction of the Building Official, achieves and maintains national certification(s), has no conflict of interest and meets the requirements of the CCDDS-BD TG's.

**Approved Third Party Auditor Listing:** A list of CCDDS-BD approved third party auditors.

**Audit Package:** A document package that contains a Plant Specific Auditor Approval letter, a Pre-Audit meeting and an Exit or Post-Audit meeting record. The audit package also contains an audit procedure, instructions and the audit questions.

**45 Day Conditional Listing Approval:** An approval status that may be granted to a currently approved fabricator/manufacture, allowing the fabricator/manufacture to continue to work under their approval status while providing time to respond to CCDDS-BD comments.

**Controlled Copy:** Any document for which distribution and status are to be kept current by the issuer.

**Initial Listing Approval:** An approval status that may be granted to a fabricator/manufacture requesting a first time CCDDS-BD approved fabricator status.

**Plant Specific Auditor Approval Letter:** A time-sensitive letter that authorizes the approved third party auditor to conduct the assigned CCDDS-BD audit of a fabricator's/manufacture's specific plant location.

**Project Specific Listing Approval:** An approval status that may be granted to a fabricator/manufacture to provide structural steel items fabricated/manufactured at their approved facility for the project and scope of work specified.

**Removal:** Status that identifies a fabricator's/manufacture's CCDDS-BD approval status as no longer in effect.

**Temporary Listing Removal:** Status that identifies a fabricator's/manufacture's CCDDS-BD approval status as temporarily not in effect, pending further investigation.

## 5.0 REFERENCES:

The edition of the International Building Code (IBC) that is currently adopted by Clark County is listed on the county website. Chapter 35 of the IBC lists the referenced standards adopted by the building code. The application of the referenced standards shall be as specified in the Clark County Building Administrative Code. Copies of the Southern Nevada Amendments to the IBC and the Clark County Building Administrative Code are available on the county website. The Clark County website address is: [www.accessclarkcounty.com](http://www.accessclarkcounty.com)

2006 Southern Nevada International Building Code Amendments  
Clark County Building Administrative Code  
International Building Code  
American Welding Society (AWS), D1.1, D1.3, D1.4 (*CCDDS-BD Adopted Editions*)  
American Society for Testing and Materials (ASTM)  
American Institute of Steel Construction (AISC), Manual of Steel Construction LRFD and ASD (*CCDDS-BD Adopted portions; 341-05 Seismic Provisions and 360-05 Specifications*)

## 6.0 RESPONSIBILITIES:

It is the responsibility of the following entities to perform the following functions:

### 6.1 **CCDDS-BD**

- 6.1.1 Review fabricator's/manufacture's submitted application package for Initial Listing Approval, Annual Renewal Listing Approval, or Project Specific Listing Approval application documentation. (All fabricator/manufacture listing approval types)
- 6.1.2 Determine if the fabricators/manufacture's submitted application package for Initial Listing Approval, Annual Renewal Listing Approval, or Project Specific Listing Approval application documentation complies with CCDDS-BD TG requirements.
- 6.1.3 Determine if the fabricators/manufacture's submitted QSM complies with CCDDS-BD TG-1. (*Initial Listing Approval or \*Project Specific listing Approval only*) (**\*When Required by CCDDS-BD PM**)
- 6.1.4 Notify fabricator/manufacture in writing of any QSM items that do not comply with CCDDS-BD TG-1.

- 6.1.5 Perform CCDDS-BD Initial Audit of fabricator's/manufacture's Quality System. (*Initial Listing Approval only*)
- 6.1.6 Notify fabricator/manufacture in writing of Initial Audit results noting any Quality System items that do not comply with the fabricator/manufacture's QSM and/or CCDDS-BD TG requirements.
- 6.1.7 Review CCDDS-BD approved quality assurance agency submitted fabricator/manufacture annual in-plant audit.
- 6.1.8 Notify fabricator/manufacture in writing of annual in-plant audit results noting any Quality System items that do not comply with the fabricator/manufacture's QSM and/or CCDDS-BD approval requirements.
- 6.1.9 Notify fabricator/manufacture in writing of approval status.
- 6.1.10 Maintain an Approved Fabricator/Manufacturer listing.
- 6.1.11 Maintain an Approved Quality Assurance Agency listing.

**6.2 Fabricator/Manufacturer**

- 6.2.1 Obtain a fabrication application package at [www.accessclarkcounty.com](http://www.accessclarkcounty.com).
- 6.2.2 Complete and submit fabrication application for Initial Listing Approval, Annual Renewal Listing Approval, or Project Specific Listing Approval along with a check for the appropriate fee and all requested information identified on the application.
- 6.2.3 Submit a "Controlled" copy of the fabricator's/manufacture's QSM that meets the requirements set forth in TG-1. (*Initial Listing Approval or \*Project Specific Approval only*)  
**(\*When Required by CCDDS-BD PM)**
- 6.2.4 Make necessary changes to the QSM in order to meet the TG-1 requirements.
- 6.2.5 Contact CCDDS-BD to schedule an Initial Audit. (*Initial Listing Approval or \*New Facility Approval only*)(**\*Required when currently approved facility is re-located**)
- 6.2.6 Review CCDDS-BD initial audit review letter items and make necessary changes to the QSM to comply with initial audit review letter items.
- 6.2.7 Submit to CCDDS-BD initial audit review response letter identifying all items and provide CCDDS-BD requested information.
- 6.2.8 Contact a CCDDS-BD approved quality assurance agency holding a CCDDS-BD FAB-S-A approval to schedule a CCDDS-BD Annual In-Plant Audit. (Annual Renewal Listing Approval only)
- 6.2.9 Review CCDDS-BD annual in-plant audit review letter items and make necessary changes to the QSM to comply with annual audit review letter items.
- 6.2.10 Notify and submit any revisions to CCDDS-BD within 30 days of fabricator/manufacture's revision approval.
- 6.2.11 Submit CCDDS-BD issued Project Specific Approval letter to project site contractor prior to first shipment of fabricated structural steel items. (*Project Specific Listing Approval only*)

- 6.2.10 Submit a “Certificate of Compliance” (**See Attachment “D”**) for fabricated/ manufactured structural steel items, to the project contractor, architect/engineer and owner upon completion of fabrication/manufacturing. (CCDDS-BD Approved Fabricator/Manufacturers only)

**6.3 Quality Assurance Agency**

- 6.3.1 Request a CCDDS-BD annual in-plant audit package from CCDDS-BD PM prior to audit date agreed upon by the approved agency and the fabricator/manufacturer.,
- 6.3.2 Perform the requested annual in-plant audit using only the CCDDS-BD FAB-S-A approved auditor noted on the audit authorization letter.
- 6.3.3 Review and submit the completed annual in-plant audit package to CCDDS-BD.

**7.0 PROCEDURE:**

**7.1 Project Specific Approval**

- 7.1.1 The fabricator/manufacturer may submit an application package for a “**Project Specific Approval**”. The application form (Attachment “E”) may be downloaded from the Clark County website. [www.accessclarkcounty.com](http://www.accessclarkcounty.com). The application shall identify fabricator/manufacturer and fabrication/manufacturing facility information along with the project permit number and scope of work information (type of steel components to be fabricated/manufactured). A copy of the fabricator/manufacturers current AISC, IAS, RMI, or SJI fabricator/manufacturer approval is required and shall be submitted with the application.

***NOTE:** The fabricator/manufacturer is responsible, under this approval type, to comply with the CCDDS-BD NDT requirement regarding Full Penetration welds. CCDDS-BD requires all full penetration welds on primary structural members with a material thickness of 5/16” and greater shall have a volumetric (Ultrasonic or Radiograph) NDT inspection performed to ensure weld soundness by a CCDDS-BD approved quality assurance agency having a FAB-S-NDT approval.*

- 7.1.1.1 A Fabricator’s/Manufacturer’s facility that **is not** certified or accredited as specified in 7.1.1 shall be subject to quality assurance agency special inspections to be performed in the fabrication/manufacturing facility as required by CCDDS-BD. (**See TG-3, Paragraph 7.2**)
- 7.1.2 The fabricator/manufacturer shall submit the completed Project Specific Approval application package and other required information to CCDDS-BD along with a check made payable to the Clark County Department of Development Services – Building Division for the amount specified on the application.
- 7.1.3 The CCDDS-BD PM shall review the Project Specific Approval request application and submitted information.
- 7.1.3.1 If the CCDDS-BD PM determines the Project Specific Approval request application and submitted information **complies** with CCDDS-BD Project Specific Approval requirements, the CCDDS-BD PM shall issue a Project Specific Approval letter to the fabricator/manufacturer. (**END**)

***NOTE:** A fabricator/manufacturer that has been granted a Project Specific Approval and is to supply steel components to another project, other than the one identified on the Project Specific Approval, shall apply for a Project Specific Approval for each specific project’s permit number.*

**7.1.3.2** If the CCDDS-BD PM determines the Project Specific Approval request application and submitted information **does not comply** with CCDDS-BD Project Specific Approval requirements, the CCDDS-BD PM shall provide the fabricator/manufacture a list of non-complying items.

**7.1.3.2.1** Fabricator's/Manufacturer's that **can not comply** with CCDDS-BD Project Specific Approval requirements shall be instructed by the CCDDS-BD PM to comply with CCDDS-BD TG-3, Paragraph 7.2 requirements.

**7.1.3.2.2** Fabricator's/Manufacturer's that can resolve non-complying items shall submit a written response identifying the non-complying and the corrections and documentation need to resolve these items. (See 7.1.3)

***NOTE:** The fabricator/manufacture is required to, under this approval type, to submit a Certificate of Compliance (Attachment "D") for fabricated/manufactured supplied items to the Project Contractor, Architect/Engineer, and owner upon completion of fabrication/manufacturing.*

## **7.2 Initial Listing Approval**

**7.2.1** The fabricator/manufacture may submit an application package for an **"Initial Listing Approval"**. The application form may be downloaded from the Clark County website; [www.accessclarkcountv.com](http://www.accessclarkcountv.com) The application form (Attachment "E") shall identify the fabricator/manufacture and fabrication/manufacturing facility information. The fabricator/manufacture shall provide a "Controlled Copy" of the fabricator's/manufacture's QSM that complies with CCDDS-BD TG-1 requirements. A copy of the fabricator/manufactures current AISC, IAS, RMI, or SJI fabricator/manufacture approval is also required (If Applicable).

**7.2.2** The fabricator/manufacture shall submit the completed Initial Listing Approval application package and other required information to CCDDS-BD along with a \*check made payable to the Clark County Department of Development Services – Building Division for the amount specified on the application.

***\*Exception:** Fabricator's/Manufacturer's that are currently approved by IAS may have the initial fee waived if approved by the CCDDS-BD PM.*

**7.2.3** The CCDDS-BD PM shall review the Initial Listing Approval request application, fabricator's/manufacture's submitted QSM, and copy of the fabricator's/manufacture's current AISC, IAS, RMI, or SJI fabricator/manufacture approval, as applicable for compliance to applicable codes and CCDDS-BD TG-1 requirements.

**7.2.3.1** The CCDDS-BD PM shall issue a QSM review letter if the submitted QSM **complies** with CCDDS-BD TG-1 and applicable codes. The QSM review letter shall inform the fabricator/manufacture that the QSM complies with CCDDS-BD TG-1 and applicable codes. The CCDDS-BD PM shall then proceed to the auditing portion of the Initial Listing Approval process. (See 7.2.8)

**7.2.3.2** The CCDDS-BD PM shall issue a QSM review letter to the fabricator/manufacture if the submitted QSM **does not comply** with applicable codes and/or CCDDS-BD TG-1 requirements. The CCDDS-BD QSM review letter shall identify any items that do not comply with CCDDS-BD TG-1 and applicable codes. The QSM review letter shall also identify any additional information and/or actions needed to correct the QSM review findings.

- 7.2.4 The fabricator/manufacture shall review the CCDDS-BD QSM review letter (If Applicable, CCDDS-BD QSM Review Response letter) and make any necessary changes to comply with CCDDS-BD TG-1 and applicable codes.
- 7.2.5 The fabricator/manufacture shall provide a written response to the CCDDS-BD QSM review letter (If Applicable, CCDDS-BD QSM Review Response letter). The fabricator's/manufacture's QSM review response letter shall identify each item noted in the CCDDS-BD QSM review letter (If Applicable, CCDDS-BD QSM Review Response letter) and the corrective action taken to correct the noted item.
- 7.2.6 The fabricator/manufacture shall submit the fabricator/manufacture QSM review response letter, to the CCDDS-BD PM by the response date indicated.

**NOTE:** *Failure to provide the requested information by the due date indicated in the letter may result in a delay in approval of the fabricator's/manufacture's facility.*

- 7.2.7 The CCDDS-BD PM shall review the submitted fabricator/manufacture QSM review response letter for compliance to TG-1 and applicable codes.
- 7.2.7.1 If the CCDDS-BD PM determines the fabricator/manufacture's submitted QSM review response letter **complies** with CCDDS-BD TG-1 and applicable code requirements the CCDDS-BD PM shall issue an QSM review response letter indicating that all previously identified noncompliance items are now in compliance. (See 7.2.8)
- 7.2.7.2 If the CCDDS-BD PM determines the fabricator/manufacture's submitted QSM review response letter **does not comply** with CCDDS-BD TG-1 and applicable code requirements the CCDDS-BD PM shall re-issue another QSM review response letter identifying the remaining noncompliance items. (See 7.2.4)

**NOTE:** *Paragraph's 7.2.8 – 7.2.13 shall not apply to fabricator's/manufacture's that are currently approved by IAS. The IAS approved fabricator/manufacture shall only be required to submit a copy of their latest IAS fabrication/manufacturing facility audit in lieu of the CCDDS-BD Initial Audit.*

- 7.2.8 The fabricator/manufacture shall contact the CCDDS-BD PM to schedule an Initial Audit of the fabricator/manufacture's Quality Program and fabrication facility. The fabricator/manufacture shall be responsible for expenses associated with performing the initial audit. Expenses include, but are not limited to, ground and/or air travel to the fabrication/manufacturing facility, hotel accommodations (if required), rental car (if required), and an hourly fee as specified in the Clark County Building Administrative Code.
- 7.2.9 The CCDDS-BD PM shall verbally notify the fabricator/manufacture during the initial audit exit meeting of the fabricator/manufacture's Quality Program and initial audit results.
- 7.2.9.1 The CCDDS-BD PM shall issue an initial audit review letter when it is determined that the fabricator's/manufacture's Quality Program and fabrication/manufacturing facility **complies** with the fabricator/manufacture's QSM and applicable codes. The initial audit review letter shall inform the fabricator/manufacture that:
- No non-compliant issues were noted.
  - Fabricator/manufacturers request for Initial Listing Approval status will be granted.
  - Fabricator/manufacturers Initial Listing Approval shall be based on the fabricator/manufacture's QSM and the CCDDS-BD initial audit.
  - Approval by one of the CCDDS-BD accepted entities (If Applicable)
- (See 7.2.14)

**7.2.9.2** The CCDDS-BD PM shall issue an initial audit review letter when it is determined that the fabricator's/manufacture's Quality Program and facility **does not comply** with the fabricator's/manufacture's QSM or applicable codes. The initial audit review letter shall identify any non-compliant items noted during the initial audit, what actions need to be taken to correct the initial audit findings and the fabricators/manufacturers response due date.

**NOTE: Failure to provide the requested information by the date indicated could result in a delay of the Fabricators/manufacturers approval.**

**7.2.10** The fabricator/manufacture shall review the CCDDS-BD initial audit review letter and make the necessary changes to comply with the CCDDS-BD initial audit review letter requirements.

**7.2.11** The fabricator/manufacture shall provide a written response to the CCDDS-BD initial audit review letter. The fabricator's/manufacture's initial audit review response letter shall identify each item noted in the CCDDS-BD initial audit review letter and the corrective action taken for each of the noted items.

**7.2.12** The CCDDS-BD PM shall review the submitted fabricator's/manufacture's initial audit review response letter for compliance to the fabricator's/manufacture's QSM and applicable codes.

**7.2.12.1** CCDDS-BD PM shall issue another initial audit review response letter when the submitted initial audit review response letter **does not comply** with the fabricator/manufacturers QSM and applicable codes. (See 7.2.10)

**7.2.12.2** CCDDS-BD PM shall issue a final initial audit review response letter when the submitted initial audit review response letter **complies** with the fabricators/manufacture's QSM and applicable codes.

**7.2.13** The final initial audit review letter shall inform the fabricator/manufacture that all previously noted non-compliant issues have been resolved and are now in compliance with the fabricator's/manufacture's QSM and applicable codes. This final initial audit review letter shall inform the fabricator/manufacturers that their request for Initial Listing Approval status will be granted. The fabricator's/manufacture's Initial Listing Approval shall be based on the fabricator's/manufacture's QSM, current approval by one of the CCDDS-BD accepted entities (As Applicable), and corrected non-compliance items noted in the CCDDS-BD initial audit.

**7.2.14** The CCDDS-BD PM shall issue the fabricator/manufacture an Initial Approval Confirmation letter identifying the:

- Fabricator/manufacturers CCDDS-BD identification number
- Approved fabricator/manufacture company name
- Approved fabrication facility location
- Approval category
- Primary fabrication/manufacturing type
- Approval period.

### **7.3     Annual Renewal Listing Approval**

**7.3.1** CCDDS-BD shall send one renewal notice to the fabricator/manufacture prior to the approved listing expiration date.

**7.3.2** The fabricator/manufacture shall obtain a fabrication/manufacture application package at [www.accessclarkcounty.com](http://www.accessclarkcounty.com).



- 7.3.3** The fabricator/manufacture shall complete the fabrication application form and mark the “**Annual Renewal Listing**” block. The fabricator/manufacture shall provide the latest revision to the fabricator’s/manufacture’s QSM, copy of the fabricator/manufacturers current AISC, IAS, RMI, or SJI fabricator/manufacture approval (As Applicable), and the name of the CCDDS-BD approved auditing agency (If Required).

*NOTE: A fabricator/manufacture that has been removed from the CCDDS-BD approved fabricator/manufacture listing shall be required to re- apply as a Reinstatement.*

*NOTE: The CCDDS-BD approved auditing agency information is not required if the fabricator/manufacture has a current AISC, IAS, RMI, or SJI fabricator/manufacture approval.*

*NOTE: If the fabricator/manufacture has moved their fabrication facility to another location or if the person identified as the Quality Manager has changed, another facility Audit is required and shall be performed by CCDDS-BD.*

- 7.3.4** The fabricator/manufacture shall submit the completed Annual Renewal Listing application package to CCDDS-BD along with a \*check made payable to the Clark County Department of Development Services – Building Division for the amount specified on the application within 45 days of the fabricator/manufacture’s approved listing expiration date.

*\*Exception: Fabricator’s/Manufacturer’s that are currently approved by IAS may have the initial fee waived if approved by the CCDDS-BD PM.*

- 7.3.4.1** Fabricators/manufacturers that have not submitted the fabrication/manufacture application package for their annual renewal listing within the allotted time shall have their approved listing status removed. Fabricators/manufacturers that wish to have their approval status reinstated shall submit a fabrication/manufacture application identifying “Reinstatement” and shall include the appropriate fee. The CCDDS-BD PM shall determine if an initial audit is warranted.

- 7.3.5** The CCDDS-BD PM shall review the Annual Renewal Listing request application, the fabricator’s/manufacture’s latest QSM revisions, and the copy of the fabricator’s/manufacture’s current AISC, IAS, RMI, or SJI fabricator/manufacture approval (As Applicable) for compliance to the fabricator/manufacture’s QSM and applicable codes.

- 7.3.5.1** If the CCDDS-BD PM determines the fabricator/manufacture’s current AISC, IAS, RMI, or SJI approval and the submitted latest QSM revisions are **current** and **comply** with CCDDS-BD TG-1 and applicable codes. (See 7.3.9)

- 7.3.5.2** If the CCDDS-BD PM determines the fabricator’s/manufacture’s current AISC, IAS, RMI, or SJI approval and/or the submitted latest QSM revisions are **not current** and/or **do not comply** with CCDDS-BD TG-1 and applicable codes, the CCDDS-BD PM shall inform the fabricator/manufacture in writing of non-compliance issues.

- 7.3.6** The fabricator/manufacture shall review the CCDDS-BD letter identifying the noncompliance issues noted. The fabricator/manufacture shall submit to the CCDDS-BD PM a written response identifying each noted noncompliance item and the corrective actions taken to correct item.

*NOTE: Failure to provide the requested information by the date indicated could result in a delay of your fabricator/manufacture approval.*

- 7.3.7** The CCDDS-BD PM shall review the fabricator’s/manufacture’s response letter to determine if all noted noncompliance items have been corrected and are now in compliance with CCDDS-BD TG-1 and applicable codes.

**7.3.7.1** If the CCDDS-BD PM determines noncompliance issues **still exist** the CCDDS-BD PM shall inform the fabricator/manufacture in writing of any outstanding noncompliance item(s). (See 7.3.6)

**7.3.7.2** If the CCDDS-BD PM determines all noted noncompliance issues now **comply** with the fabricator/manufacture's QSM and applicable codes, the CCDDS-BD shall inform the fabricator/manufacture in writing that all noncompliance items noted now comply. (See 7.3.9)

**7.3.8** If the fabricator/manufacture **is not** currently approved by AISC, IAS, RMI, or SJI. The fabricator/manufacture shall contact a CCDDS-BD approved auditing agency, holding a current CCDDS-BD FAB-S-A approval, and schedule a CCDDS-BD required annual in-plant audit,. The CCDDS-BD approved auditing agency listing is available at [www.accessclarkcounty.com](http://www.accessclarkcounty.com). (See TG-3 7.1.3)

**7.3.9** The CCDDS-BD PM shall issue the fabricator/manufacture a Renewal Confirmation letter identifying the

- Fabricator's/manufacture's CCDDS-BD identification number
- Approved fabricator/manufacture company name
- Approved fabrication/manufacturing facility location
- Approval category
- Primary fabrication/manufacturing type
- Approval period

#### **7.4      Fabricator/Manufacturer Temporary Approvals and Removals**

**7.4.1** An approved fabricator/manufacture may request additional time, beyond the response time allotted, in order to perform the required annual audit or respond to the CCDDS-BD audit review letter. The CCDDS-BD PM may grant a fabricator/manufacture a "45 Day Conditional Approval" that would allow the fabricator/manufacture an additional 45 days to complete the required tasks.

**7.4.2** The fabricator/manufacture shall submit a written request to the CCDDS-BD PM requesting the additional time to schedule the required annual audit or respond to the CCDDS-BD audit review letter. The written request shall identify why the additional time is required and shall provide a date as to when the tasks will be completed.

**7.4.3** The CCDDS-BD PM shall review the submitted request and determine if issuance of the 45 day conditional approval is warranted. The CCDDS-BD PM may determine the request for additional time is not warranted because the original allotted time was sufficient and/or because additional time has already been granted.

**7.4.3.1** The CCDDS-PM shall notify the fabricator/manufacture in writing that their request for additional time is denied if the CCDDS-BD PM determines that the issuance of a 45 day conditional approval **is not** warranted. The CCDDS-BD PM shall identify the fabricator/manufacture status as "Removed" on the CCDDS-BD approved fabricator/manufacture listing. (See 7.4.5)

**7.4.3.2** The CCDDS-BD PM shall verbally notify the fabricator/manufacture that the request for additional time will be granted if the CCDDS-BD PM determines that the issuance of a 45 day conditional approval **is** warranted,. The CCDDS-BD PM shall then identify the issuance of the 45 day conditional approval on the CCDDS-BD approved fabricator/manufacture listing.

**NOTE:** No formal letter is generated, only a notation in the CCDDS-BD approved fabricator/manufacture listing identifying the expiration date of the 45 day conditional approval and the conditions of this approval is required. Listed conditions of this approval may include 3<sup>rd</sup> party fabrication/manufacturing inspections to be performed in the fabrication/manufacturing facility or at the project site by a CCDDS-BD approved agency.

**7.4.4** The fabricator/manufacture shall submit all information regarding the completed tasks by the 45 day conditional approval expiration date.

**7.4.4.1** Any fabricator/manufacture that **does not** submit all of the required completed task information by the 45 day conditional approval expiration date may have their approval status temporarily removed from the CCDDS-BD approved fabricator/manufacture listing.

**7.4.5** A fabricator/manufacture whose approval status has been identified as temporarily removed shall have 30 days to resolve any issues. During this period the fabricator/manufacture shall hire a CCDDS-BD approved quality assurance agency having a CCDDS-BD FAB-S-I to perform fabrication/manufacturing shop inspections. (SEE TG-3 Paragraph 7.2)

**7.4.5.1** Any fabricator/manufacture that has exceeded the 30 day temporary removal period shall have their approval status identified as “Removed” on the CCDDS-BD approved fabricator/manufacture listing.

**7.4.6** A fabricator/manufacture whose previous approval status has been identified as removed from the CCDDS-BD approved fabricator/manufacture listing may request for their approval status to be reinstated. Fabricators/manufactures that wish to have their approval status reinstated shall submit a fabrication/manufacture application identifying “Reinstatement” and shall include the appropriate fee. The CCDDS-BD PM shall determine if an initial audit is warranted.

**NOTE:** A fabricator/manufacture that has been removed from the CCDDS-BD approved fabricator/manufacture listing shall be required to re-apply as a Reinstatement.

## **8.0 RECORDS**

**8.1** The QSM is considered to be a lifetime record and shall be a controlled document.

**8.2** A master list of all in possession of controlled copies of the QSM shall be generated and maintained by the originating organization.

**8.3** A listing of all approved fabricators/manufactures shall be maintained by CCDDS-BD.

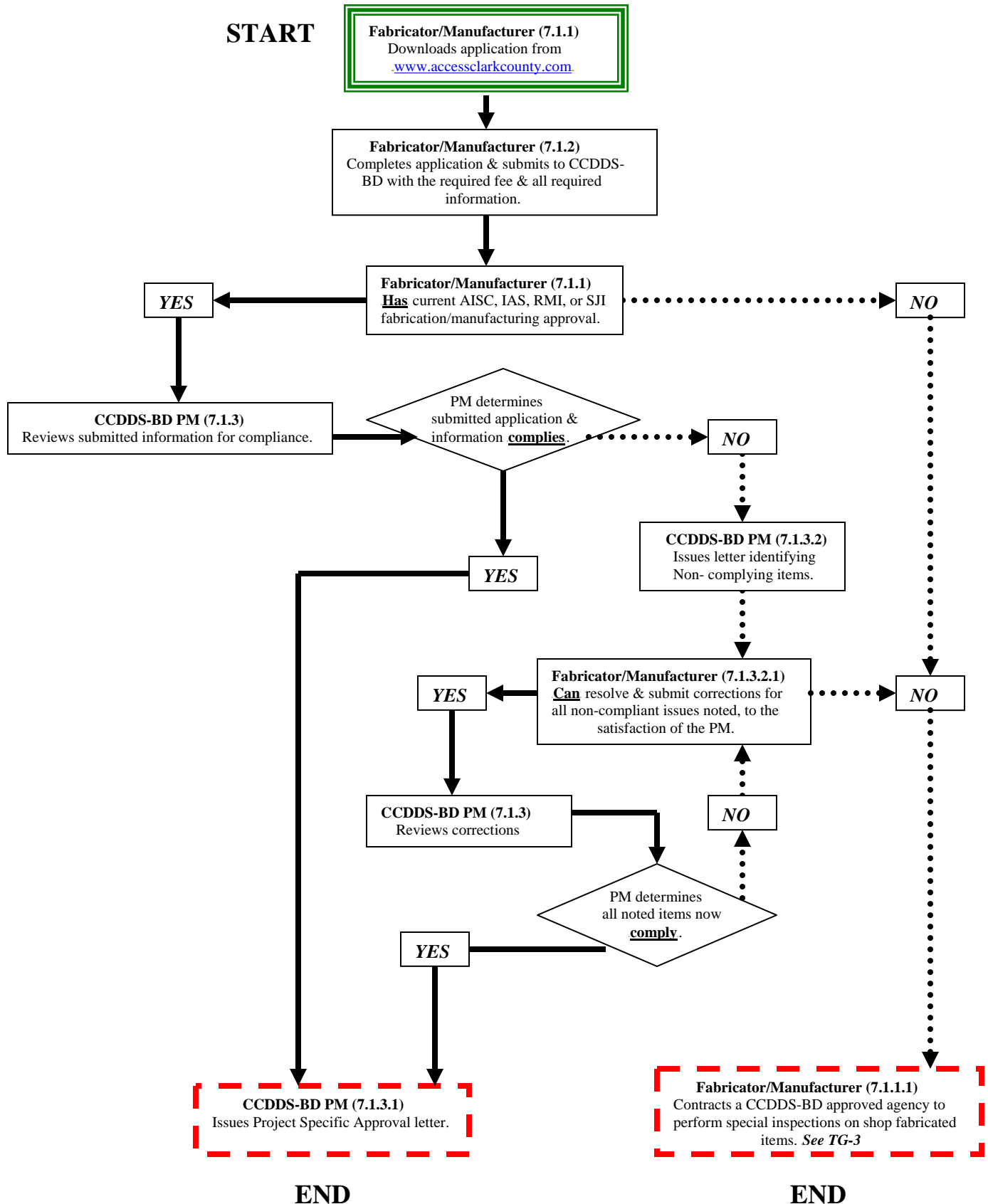
## **9.0 ATTACHMENTS**

- Project Specific Approval Flow Chart (ATTACHMENT “A”)
- Initial Listing Approval Flow Chart (ATTACHMENT “B”)
- Annual Renewal Listing Approval Flow Chart (ATTACHMENT “C”)
- Certificate of Compliance Form 825 (ATTACHMENT “D”)
- Approved Structural Steel Fabricator/Manufacturer Application Form 820 (ATTACHMENT “E”)

## **10.0 REVISION HISTORY:**

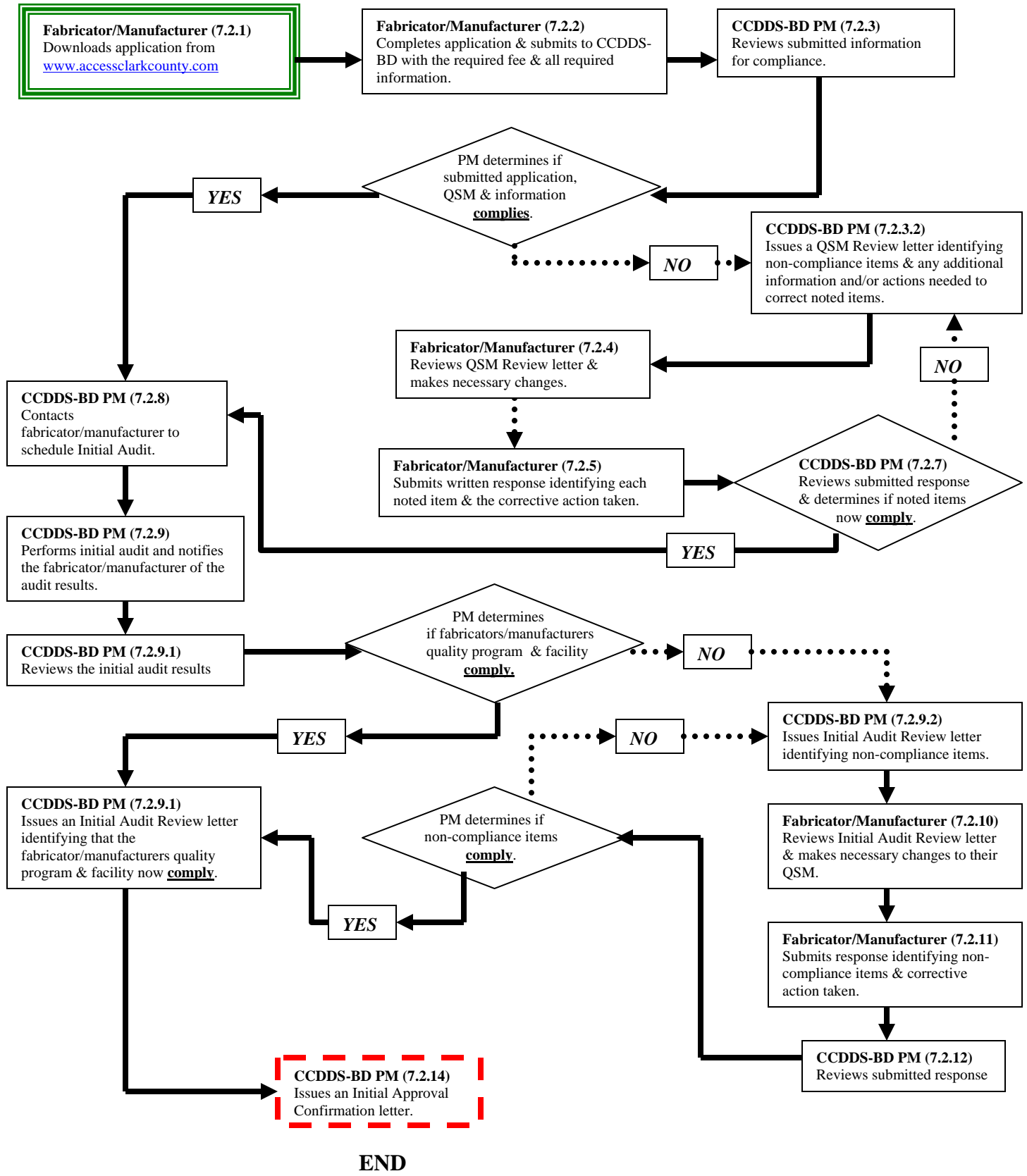
Title	Revision/Approved Date	Effective Date
TG-2-09	June 15, 2009	July 1, 2009
TG-2-99	November 12, 1999	May 1, 2000

# TG-2 PROJECT SPECIFIC FLOW CHART



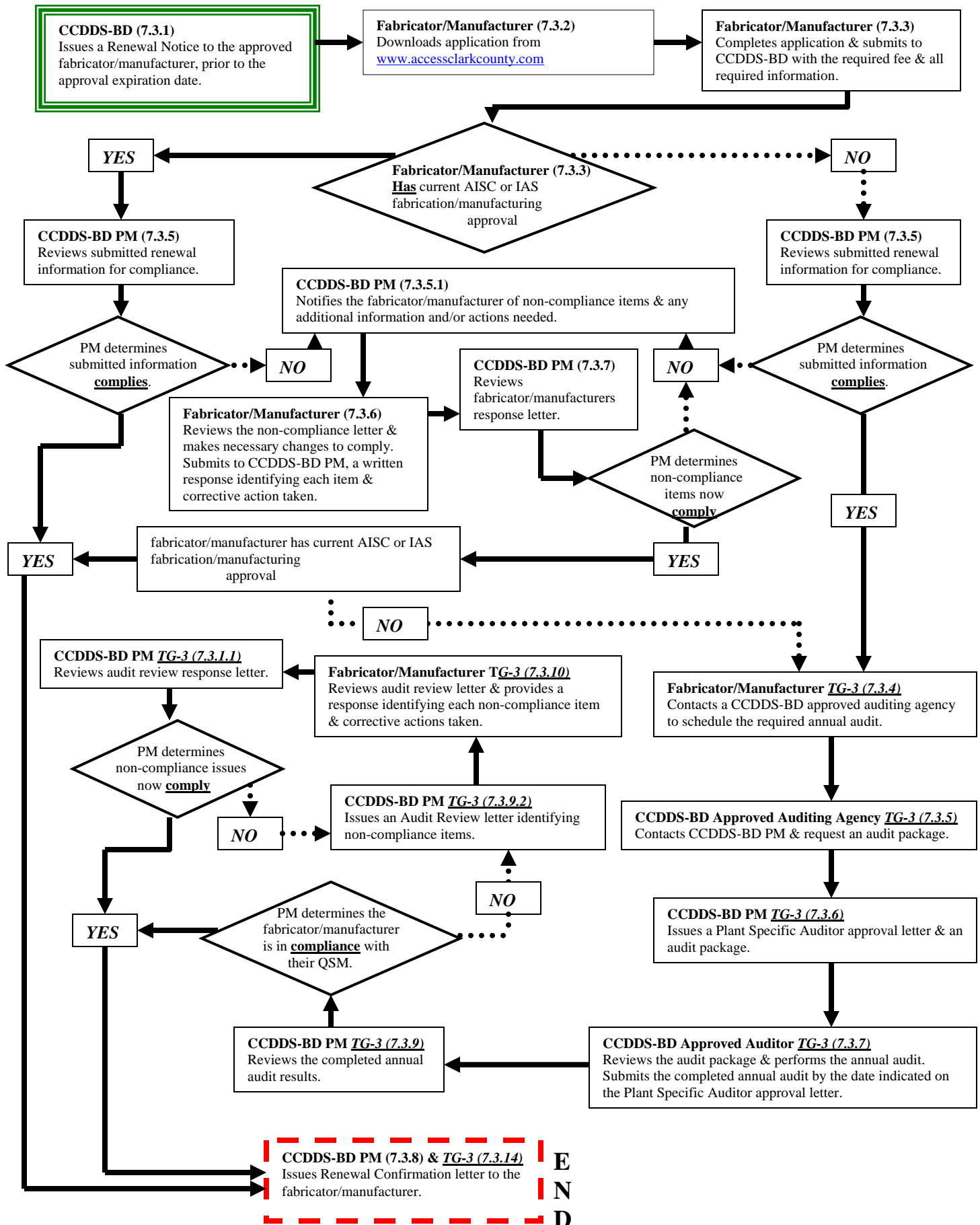
## TG-2 INITIAL LISTING APPROVAL FLOW CHART

START



# **TG-2 & TG-3 ANNUAL RENEWAL LISTING APPROVAL FLOW CHART**

**START**





# Department of Development Services

## Building Division

4701 W Russell Road • Las Vegas NV 89118  
(702) 455-3000 • Fax (702) 221-0630

Ronald L. Lynn, Director/Building Official • Gregory J. Franklin, Assistant Director

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### FABRICATOR/MANUFACTURER CERTIFICATE OF COMPLIANCE

#### Welded Structural Steel Fabrication

Approved Fabricators are required to submit a CERTIFICATE OF COMPLIANCE for their shop-welded construction (Reference International Building Code Section 1704.2.2). Certification is to cover all materials and workmanship supplied by the fabricator/manufacturer, including all products fabricated by others that become part of the total product furnished to the project.

An example of an acceptable product certification is as follows:

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#### FABRICATOR/MANUFACTURER CERTIFICATION OF COMPLIANCE

Fabricator: \_\_\_\_\_ Facility: \_\_\_\_\_

Fabricator Certification(s):

Clark County # \_\_\_\_\_ IAS # \_\_\_\_\_ AISC # \_\_\_\_\_

Project: \_\_\_\_\_ Location: \_\_\_\_\_

To: Building Official, (Applicable Project Jurisdiction)

All materials, workmanship and services supplied for use on the project noted above were purchased, fabricated, manufactured, shipped and/or installed in strict accordance with the requirements of the approved construction documents, International Building Code, applicable \_\_\_\_\_ (*Jurisdictional*) building codes and the \_\_\_\_\_ (*Fabricator*) Quality Systems Manual.

I certify that the above is true and all records pertaining to the above are on file in my office.

Responsible Party \_\_\_\_\_

Date \_\_\_\_\_

cc: Project Owner

Project Contractor

Project Architect/Engineer

Only approved fabricators may submit product certifications for work performed in their shop.



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### APPLICATION FORM STRUCTURAL STEEL FABRICATOR/MANUFACTURER REQUEST FOR INITIAL OR RENEWAL OF CLARK COUNTY APPROVAL

COMPANY NAME:	CCDDS-BD FAB. ID#:	
QC MANAGER NAME:	CONTACT NAME:	
PLANT ADDRESS:		
City:	State:	Zip:
MAILING ADDRESS:		
City:	State:	Zip:
TELEPHONE:	FAX:	
E-MAIL ADDRESS:		

#### FEES REQUIRED TO BE SUBMITTED WITH APPLICATION.

☐ Initial Listing or Reinstatement  
(\$800.00)

☐ Annual Renewal  
(\$575.00)

☐ Project Specific Approval  
(\$360.00)

INITIAL LISTING:	ANNUAL RENEWAL:	PROJECT SPECIFIC:
<p>TG-2 Approval Process:</p> <p><b>ALL Fabricators Provide</b></p> <p>Controlled Copy of Company's Quality Control Manual (Latest Edition) that Complies with CCDDS-BD TG-1</p> <p>Copy of CCDDS-BD TG-1 Matrix (Copy Located Last Page of TG-1)</p> <p>Copy of Current Recognized Certification (i.e., AISC, IAS, RMI, SJI)</p>	<p>TG-2 Approval Process:</p> <p><b>ALL Fabricators Provide</b></p> <p>Provide Current Revision Number &amp; Date</p> <p>Rev#: _____ Date: _____</p> <p>Copy of Current Recognized Certification (i.e., AISC, IAS, RMI, SJI)</p> <p>CCDDS-BD Approved 3<sup>rd</sup> Party Auditing Agency</p> <p>_____</p> <p>_____</p>	<p>TG-2 Approval Process:</p> <p><b>ALL Fabricators Provide</b></p> <p>Permit #: _____</p> <p>Project Address: _____</p> <p>_____</p> <p>Copy of Current Recognized Certification (i.e., AISC, IAS, RMI, SJI)</p> <p>Scope of Work: _____</p> <p>_____</p> <p>_____</p>

#### RETURN THIS APPLICATION FORM WITH YOUR CHECK TO THE FOLLOWING ADDRESS:

Clark County Department of Development Services  
Building Division – Field Services  
Attn: A-L Kenneth Konrad 455-2734 or M-Z Mark Hayes 455-8089  
4701 W. Russell Rd  
Las Vegas, Nevada 89118

Please submit a check or money order, along with the required documentation with each application.  
Please make check payable to Clark County Department of Development Services.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_